Administration and Human Services Committee
Standing Committee Meeting Agenda
Monday, September 17, 2018
6:00 PM

Location:
Municipal Office Building
701 N 7th Street
Kansas City, Kansas 66101
5th Floor Conference Room (Suite 515)

Name	Absent
Commissioner Angela Markley, Chair	☐
Commissioner Melissa Bynum	☐
Commissioner Mike Kane	☐
Commissioner Harold Johnson	☐
Commissioner Jane Philbrook	☐

I. **Call to Order/Roll Call**

II. **Revisions to September 17, 2018 Agenda**

III. **Committee Agenda**

Item No. 1 - RESOLUTION: INTERLOCAL AGREEMENT WITH JOHNSON COUNTY, KS

Synopsis: A resolution authorizing approval of an interlocal agreement with Johnson County, KS, related to the use of myResource Connection, an application developed by Johnson County for improving coordination among social service providers, submitted by Alan Howze, Chief Knowledge Officer; Casey Meyer, Assistant Counsel; Terry Brecheisen, Director of Public Health; and Crystal Sprague, Municipal Court Administrator. Funding is included in the budget.

Tracking #: 18372

Item No. 2 - ORDINANCE: MODIFY CURRENT STANDING COMMITTEE TIMES

Synopsis: An ordinance modifying current standing committee meeting times to clarify that: the Economic Development & Finance Committee would meet immediately after the earlier Neighborhood & Community Development Committee; and the Administration & Human Services Committee would meet immediately after the earlier Public Works & Safety Committee, submitted by Jeffrey Conway, Assistant Counsel. In addition, if an earlier committee is not meeting that day, the later committee would move into the 5:00 pm slot for that day.

Tracking #: 18403

Item No. 3 - RESOLUTION: MODIFY EXISTING 2018-2020 STANDING

COMMITTEES SCHEDULE

Synopsis: A resolution modifying the existing 2018-2020 schedule for standing committee meetings to reflect that start times for both the Economic Development & Finance and the Administration & Human Services standing committee meetings would be moved up to start at the conclusion of the earlier standing committee meetings, submitted by Jeffrey Conway, Assistant Council. Also, if the earlier committee meeting is cancelled, the later committee meeting can start at 5:00 pm.

Tracking #: 18400

Item No. 4 – CHARTER ORDINANCE: PROPOSED REVISIONS TO TRANSIENT GUEST TAX

Synopsis: A charter ordinance proposing revisions to the transient guest tax, submitted by Kathleen VonAchen, Chief Financial Officer.

*On August 27, 2018, the **Administration and Human Services Standing Committee**, chaired by Commissioner Markley, directed staff to revise the proposed charter ordinance and present the following month.*

Tracking #: 18402

IV. **Public Agenda**

V. **Adjourn**

Staff Request for Commission Action

Tracking No. 18372

Full Commission Meeting Date: 9/27/18
Committee: Administration & Human Services

Date of Standing Committee Action: 9/17/18
(If none, please explain):

Publication Required: No

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
08/20/2018	Alan Howze, Casey Meyer, Terry Brecheisen, Crystal Sprague	x8951, x2851, x6707, x2787	Alan, Casey, tbrecheisen@wycokc.org, csprague@wycokck.org	Technology

Item Description:
Seeking approval of an agreement between the Unified Government and Johnson County related to the use of myResource Connection, an application developed by Johnson County for improving coordination among social service providers.

Funding was approved in the amended 2018 budget and 2019 for the Unified Government to utilize Johnson County's MyResource Connection software. An interlocal agreement has been drafted.

Action Requested:
Approval of interlocal agreement.

Budget Impact: (if applicable)
Amount:
Source:
Included In Budget:
Other (explain):

Attachments List:
Resolution

RESOLUTION NO. _____

A RESOLUTION APPROVING THE AGREEMENT BETWEEN THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS AND JOHNSON COUNTY, KANSAS

Whereas, Johnson County, Kansas ("Johnson County") and the Unified Government of Wyandotte County/Kansas City, Kansas ("Unified Government") are empowered by the laws of Kansas to enter into agreements pursuant to K.S.A. 12-2908;

Whereas, Johnson County and the Unified Government desire to enter into an Agreement between Johnson County and the Unified Government to provide data management, data sharing, and promote joint cooperation;

Whereas, an agreement has been prepared describing the parties' cooperation and responsibilities regarding data management and data sharing between Johnson County and the Unified Government;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, AS FOLLOWS: That the Mayor/CEO of the Unified Government of Wyandotte County/ Kansas City, Kansas is hereby authorized to execute said Agreement on behalf of the Unified Government, and the County Administrator and the Unified Government's other officers, agents, and employees are hereby authorized and directed to take such further action, and execute such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution are hereby authorized to take any action required and necessary to implement and satisfy the intent of said Agreement.

THIS RESOLUTION IS ADOPTED by the Governing Body of the Unified Government of Wyandotte County/Kansas City, Kansas, this____ of _____ 2018.

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS

By: _____
David Alvey
Mayor/Chief Executive

(SEAL)
ATTEST

Unified Government Clerk

Staff Request for Commission Action

Tracking No. 18403

Full Commission Meeting Date: 9/27/18
Committee: Administration & Human Services

Date of Standing Committee Action: 9/17/18
(If none, please explain):

Publication Required: Yes 10/04/2018

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
09/05/2018	Jeffrey Conway	x5075	jconway@wycokck.org	Legal

Item Description:
Modifies the current ordinance for standing committee meeting times to clarify that: the Economic Development & Finance Committee would meet immediately after the earlier Neighborhood & Community Development Committee; and the Administration & Human Services Committee would meet immediately after the earlier Public Works & Safety Committee. If an earlier committee is not meeting that day, the later committee would move into the 5:00 pm slot for that day, submitted by Jeffrey Conway.

Action Requested:
To approve the ordinance.

Budget Impact: (if applicable)
Amount:
Source:
Included In Budget:
Other (explain):

Attachments List:
Ordinance change Appendix C

(Published _____)

ORDINANCE NO. _____

AN ORDINANCE relating to meeting times of standing committees; amending Appendix C, **Section 202** of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas.

BE IT ORDAINED BY THE UNIFIED GOVERNMENT COMMISSION OF WYANDOTTE/COUNTY/KANSAS CITY, KANSAS:

Section 1. That Appendix C, **Section 202** of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, is hereby amended to read as follows:

Appendix C – UNIFIED GOVERNMENT COMMISSION RULES OF PROCEDURE

Sec. 202. – Standing committees created; meeting times.

There shall be four standing committees of the commission: (1) neighborhood and community development; (2) economic development and finance; (3) public works and safety; and (4) administration and human services;

a. Standing committees shall meet at least monthly in a regular place determined by the respective standing committee chairperson;
b. The neighborhood and community development committee shall meet on the Monday immediately preceding the first full commission meeting of each month at 5:00 p.m. and shall adjourn by 7:00 p.m. unless otherwise authorized by a majority vote of the standing committee members present;
c. The economic development and finance committee shall meet on the Monday immediately preceding the first full commission meeting of each month ~~at 7:00 p.m.~~ at a time that is immediately upon adjournment of the neighborhood and community development committee or, if there is no such committee meeting that day, at 5:00 p.m., and shall adjourn by 9:00 p.m. unless otherwise authorized by a majority vote of the standing committee members present;
d. The public works and safety committee shall meet on the Monday immediately preceding the second full commission meeting of each month (held on the third Thursday) at 5:00 p.m. and shall adjourn by 7:00 p.m. unless otherwise authorized by a majority vote of the standing committee members present;
e. The administration and human services committee shall meet on the Monday immediately preceding the second full commission meeting of each month (held on the third Thursday) ~~at 7:00 p.m.~~ at a time that is immediately upon adjournment of the public works and safety committee or, if there is no such committee meeting that day,

at 5:00 p.m., and shall adjourn by 9:00 p.m. unless authorized by a majority vote of the standing committee members present;

f. When the date of a regular standing committee falls on a legal holiday, the meeting shall be held at the discretion of the standing committee chairperson;
g. Standing committee agenda items shall be assigned by the standing committee chairperson or the mayor, with the advice of the administrator, based upon subject matter and other factors deemed relevant by the mayor and the administrator; and
h. In cases of conflicting committee agendas, the mayor shall make the final decision on committee assignments and committee agendas

PASSED BY THE COMMISSION OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, THIS ____ DAY OF _____, 2018.

_____
David Alvey, Mayor/CEO

Attest:

_____
Unified Government Clerk

Staff Request for Commission Action

Tracking No. 18400

Full Commission Meeting Date: 9/27/18
Committee: Administration & Human Services

Date of Standing Committee Action: 9/17/18
(If none, please explain):

Publication Required: No

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
09/05/2018	Jeffrey Conway	x5075	jconway@wycokck.org	Legal

Item Description:
Modifies the existing 2018-2020 schedule for standing committees to reflect that the start times for both the Economic Development & Finance and the Administration & Human Services committees would be moved up to immediately upon adjournment of the earlier committees. Clarifies that the later committee can start at 5:00 pm if the earlier committee is not meeting that day, submitted by Jeffrey Conway.

Action Requested:
To adopt a resolution.

Budget Impact: (if applicable)
Amount:
Source:
Included In Budget:
Other (explain):

Attachments List:
Meeting Time Resolution

(Published_____)

RESOLUTION NO. _____

A RESOLUTION relating to the meeting times of the standing committees of the Unified Government Commission, amending the Unified Government Commission rules of procedure contained in Resolution No. R-1-18.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. The attached schedule of Commission standing committee meeting times, established pursuant to the provisions of Section 3.07 of the Charter for the Unified Government of Wyandotte County/Kansas City, Kansas, and as set forth in Resolution No. R-1-18, is hereby amended.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, THIS_____DAY OF_____, 2018.

Approved:

_____
David Alvey, Mayor/CEO

Attest:

_____
Unified Government Clerk

PROPOSED STANDING COMMITTEE MEETINGS
October 2018 - 2020

All Standing Committee meetings are scheduled the Monday prior to a full Commission meeting unless changed by the Chairperson of a committee, holiday, or for some other unforeseen reason. The meetings are held in the 5th Floor Conference Room of the Municipal Office Building.

N/CD - Neighborhood and Community Development
ED/F – Economic Development and Finance
PW/S – Public Works and Safety
A/HS – Administration and Human Services

Schedule for 2018 Standing Committees:

Date	**5:00 p.m.**	~~**7:00 p.m.**~~ **Immediately upon adjournment of earlier committee, or 5:00 p.m. if no earlier committee meeting.**
October 1	N/CD	ED/F
October 22	PW/S	A/HS
October 29	N/CD	ED/F
November 26	PW/S	A/HS
December 3	N/CD	ED/F
December 10	PW/S	A/HS

Schedule for 2019 Standing Committees:

Date	**5:00 p.m.**	~~**7:00 p.m.**~~ **Immediately upon adjournment of earlier committee, or 5:00 p.m. if no earlier committee meeting.**
January 14	N/CD	ED/F
January 28	PW/S	A/HS
February 4	N/CD	ED/F
February 25	PW/S	A/HS
March 4	N/CD	ED/F
March 18	PW/S	A/HS
April 1	N/CD	ED/F
April 22	PW/S	A/HS

April 29	N/CD	ED/F
May 20	PW/S	A/HS
June 3	N/CD	ED/F
June 17	PW/S	A/HS
July 8	N/CD	ED/F
July 29	PW/S	A/HS
August 19	N/CD	ED/F
August 26	PW/S	A/HS
September 9	N/CD	ED/F
September 23	PW/S	A/HS
September 30	N/CD	ED/F
October 21	PW/S	A/HS
October 28	N/CD	ED/F
November 18	PW/S	A/HS
December 2	N/CD	ED/F
December 9	PW/S	A/HS

Schedule for 2020 Standing Committees:

Date	**5:00 p.m.**	~~**7:00 p.m.**~~ **Immediately upon adjournment of earlier committee, or 5:00 p.m. if no earlier committee meeting.**
Jan 21	N/CD	ED/F
Jan 27 (Tues)	PW/S	A/HS

Staff Request for Commission Action

Tracking No. 18402

Full Commission Meeting Date: 9/27/18
Committee: Administration & Human Services

Date of Standing Committee Action: 9/17/18
(If none, please explain):

Publication Required: Yes 10/04/2018 10/11/2018

Date:	Contact Name:	Contact Phone:	Contact Email:	Department/Division:
09/05/2018	Kathleen VonAchen, Patrick Waters	x5186, x5079	Kathleen, Patrick	Finance

Item Description:
A Charter Ordinance amending and replacing Charter Ordinance No. CO-03-08, relating to the levy of a transient guest tax, to the maximum rate thereof, and to the purposes for which such transient guest tax monies may be spent, relating to the establishment of a convention and tourism committee, its composition, the appointment of members, the length of members' terms, and the authority to contract, exempting the Unified Government from K.S.A. 12-1697(a) and K.S.A. 12-16,101.

Action Requested:
Approve

Budget Impact: (if applicable)
Amount:
Source:
Included In Budget:
Other (explain):

Attachments List:
Charter Ordinance Revision-TGT-AdminCommittee - redline, Charter Ordinance Revision-TGT-AdminCommittee - clean copy

Published on _____ and _____

CHARTER ORDINANCE NO. CO-__-18

A charter ordinance exempting the Unified Government of Wyandotte County/Kansas City, Kansas, from the provisions of K.S.A. 12-1697(a) relating to the levy of a transient guest tax, to the maximum rate thereof, and to the purposes for which such transient guest tax monies may be spent; providing substitute and additional provisions on the same subject; exempting the Unified Government from the provisions of K.S.A. 12-16,101, relating to the establishment of a convention and tourism committee, its composition, the appointment of members, the length of members' terms, and the authority to contract; ~~providing substitute and additional provisions on the same subjects;~~ and repealing ~~Charter Ordinance No. 93 and Charter Ordinance No. CO-2-02~~ Charter Ordinance 03-08 of the Unified Government of Wyandotte County/Kansas City, Kansas,

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. The Unified Government of Wyandotte County/Kansas City, Kansas, by the power vested in it by article 12, section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself and make inapplicable to it the provisions of K.S.A. 12-16,101, relating to the establishment of a convention and tourism committee, its composition, the appointment of members, the length of members' terms, and the authority to contract. Such statute is part of an enactment which is applicable to Kansas City, Kansas, but is not applicable uniformly to all cities. ~~Substitute and additional provisions are found in the 1988 Code of Ordinances of the City of Kansas City, Kansas, Sections 2-401 through 2-403.~~

Section 2. The Unified Government of Wyandotte County/Kansas City, Kansas, by the power vested in it by article 12, section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself and make inapplicable to it the provisions of paragraph (a) of K.S.A. 12-1697, relating to the levy of a transient guest tax, to the maximum rate thereof, and to the purposes for which such transient guest tax monies may be spent. K.S.A. 12-1697(a) is part of an enactment which is applicable to Kansas City, Kansas, but is not applicable uniformly to all cities. Substitute and additional provisions are enacted in this Charter Ordinance.

Section 3. In order to provide revenues to promote tourism, ~~and~~ conventions, and economic development related to tourism, ~~for the purpose of paying a portion of the principal and interest on bonds issued under K.S.A. 12-1774, and to finance the renovation of the Jack Reardon Civic Center and the construction and equipping of the adjacent hotel facility,~~ the governing body of the Unified Government of Wyandotte County/Kansas City, Kansas, is hereby authorized to levy a transient guest tax at a rate not to exceed eight percent (8%), and does hereby levy a transient guest tax at the rate of eight percent (8%), upon the gross receipts derived from or paid directly or through an accommodations broker by transient guests for sleeping accommodations, exclusive of charges for incidental services or facilities, in any hotel, motel, transient accommodations, short-term rental, bed-and-breakfast or tourist court within the boundaries of the City of Kansas City, Kansas.

Section 4. ~~Of the~~ All such receipts derived from the transient guest tax~~, 74.375 percent~~ shall be placed in a Convention and Tourism Fund to be used for the promotion of conventions, ~~and~~ the promotion of tourism, and economic development related to tourism within Kansas City, Kansas. A minimum of One Million Fifty Thousand Dollars and NO/100 ($1,050,000.00) of such

receipts shall be spent on the promotion of tourism on an annual basis. ~~the Unified Government of Wyandotte County/Kansas, and 25.625 percent shall be placed in a reserve fund for promotion of downtown tourism development. Without regard of the percentage allocation specified herein, all of the transient guest tax revenues may be pledged by the Unified Government of Wyandotte County/Kansas City, Kansas to make payments on bonds issued for the renovation of Jack Reardon Civic Center and the construction and equipping of the adjacent hotel facility. In the event bonds are issued under K.S.A. 12-1774 for a redevelopment district, transient guest tax revenues from the redevelopment district may be pledged to pay such bonds.~~

Section 5. ~~That Charter Ordinance No. 93 and~~ Charter Ordinance No. C-03-08 ~~C-2-02~~ of the Unified Government of Wyandotte County/Kansas City, Kansas, ~~be and the same are~~ is hereby repealed.

Section 6. This ordinance shall be published once each week for two consecutive weeks in The Wyandotte Echo.

Section 7. This is a Charter Ordinance and shall take effect 61 days after final publication, unless a petition signed by a number of electors within the City of Kansas City, Kansas, equal to not less than ten percent of the number of electors who voted at the last preceding regular election shall be filed in the office of the Unified Government Clerk demanding that this Charter Ordinance be submitted to a vote of the electors of the City of Kansas City, Kansas, in which event this Charter Ordinance shall take effect when approved by a majority of the electors of the City of Kansas City, Kansas, voting at an election held for such purpose.

PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, NOT LESS THAN TWO-THIRDS OF THE MEMBERS ELECT VOTING IN FAVOR THEREOF, THIS ____ DAY OF _____ 2018.

_____
David Alvey, Mayor/CEO

Attest:

_____
Unified Government Clerk

Published on _____ and _____

CHARTER ORDINANCE NO. CO-__-18

A charter ordinance exempting the Unified Government of Wyandotte County/Kansas City, Kansas, from the provisions of K.S.A. 12-1697(a) relating to the levy of a transient guest tax, to the maximum rate thereof, and to the purposes for which such transient guest tax monies may be spent; providing substitute and additional provisions on the same subject; exempting the Unified Government from the provisions of K.S.A. 12-16,101, relating to the establishment of a convention and tourism committee, its composition, the appointment of members, the length of members' terms, and the authority to contract; and repealing Charter Ordinance 03-08 of the Unified Government of Wyandotte County/Kansas City, Kansas,

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:

Section 1. The Unified Government of Wyandotte County/Kansas City, Kansas, by the power vested in it by article 12, section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself and make inapplicable to it the provisions of K.S.A. 12-16,101, relating to the establishment of a convention and tourism committee, its composition, the appointment of members, the length of members' terms, and the authority to contract. Such statute is part of an enactment which is applicable to Kansas City, Kansas, but is not applicable uniformly to all cities.

Section 2. The Unified Government of Wyandotte County/Kansas City, Kansas, by the power vested in it by article 12, section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself and make inapplicable to it the provisions of paragraph (a) of K.S.A. 12-1697, relating to the levy of a transient guest tax, to the maximum rate thereof, and to the purposes for which such transient guest tax monies may be spent. K.S.A. 12-1697(a) is part of an enactment which is applicable to Kansas City, Kansas, but is not applicable uniformly to all cities. Substitute and additional provisions are enacted in this Charter Ordinance.

Section 3. In order to provide revenues to promote tourism, conventions, and economic development related to tourism, the governing body of the Unified Government of Wyandotte County/Kansas City, Kansas, is hereby authorized to levy a transient guest tax at a rate not to exceed eight percent (8%), and does hereby levy a transient guest tax at the rate of eight percent (8%), upon the gross receipts derived from or paid directly or through an accommodations broker by transient guests for sleeping accommodations, exclusive of charges for incidental services or facilities, in any hotel, motel, transient accommodations, short-term rental, bed-and-breakfast or tourist court within the boundaries of the City of Kansas City, Kansas.

Section 4. All such receipts derived from the transient guest tax shall be placed in a Convention and Tourism Fund to be used for the promotion of conventions, the promotion of tourism, and economic development related to tourism within Kansas City, Kansas. A minimum of One Million Fifty Thousand Dollars and NO/100 ($1,050,000.00) of such receipts shall be spent on the promotion of tourism on an annual basis.

Section 5. Charter Ordinance No. C-03-08 of the Unified Government of Wyandotte County/Kansas City, Kansas, is hereby repealed.

Section 6. This ordinance shall be published once each week for two consecutive weeks in The Wyandotte Echo.

Section 7. This is a Charter Ordinance and shall take effect 61 days after final publication, unless a petition signed by a number of electors within the City of Kansas City, Kansas, equal to not less than ten percent of the number of electors who voted at the last preceding regular election shall be filed in the office of the Unified Government Clerk demanding that this Charter Ordinance be submitted to a vote of the electors of the City of Kansas City, Kansas, in which event this Charter Ordinance shall take effect when approved by a majority of the electors of the City of Kansas City, Kansas, voting at an election held for such purpose.

PASSED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, NOT LESS THAN TWO-THIRDS OF THE MEMBERS ELECT VOTING IN FAVOR THEREOF, THIS ____ DAY OF _____ 2018.

_____
David Alvey, Mayor/CEO

Attest:

_____
Unified Government Clerk